

Addendum to the National Accreditation Handbook (to replace existing text on page 22)

Section 4 – Key components of the accreditation process

Section 4.5 - Site Visit

An interim site visit

Scope of the interim site visit

An interim site visit is considered to be a scaled-down version of a full site visit in that it can but does not have to include a visit to all units of a service. As a result, it may take less time to complete (for instance, less than a full day depending upon the issues to be investigated). Whether or not all units are visited will depend on issues specific to the Service, and the onus is on the SAC/SCU to determine the scope of the site visit in the overall context of supporting quality outcomes.

As a minimum, the interim site visit team should assess all high priority NAS identified by the NQMC and associated standards in that cluster. Emerging issues or issues apparent from the routinely submitted annual data reports identified by the SCU, SAC or NQMC may also be assessed.

Documentation for the interim site visit team should include the high priority recommendations from the NQMC (for Services with two years with high priority accreditation), the previous site visit report and a complete updated data report (and non data report if identified in the high priority recommendations).